



Delaware Real Estate Commission Newsletter

Volume 4 Issue 1

Spring 2003

Delaware Real Estate Commission Members

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**Administrative
Specialist**
Joan O'Neill

Please contact the
Commission office
within the Division of
Professional Regula-
tion at 302-744-4519
for any licensing infor-
mation or visit our
website at [www.
professionallicensing.
state.de.us](http://www.professionallicensing.state.de.us)



ATTN: NONRESIDENT LICENSEES RENEWAL TIME IS NEARING

Those licensees who hold nonresident licenses will need to renew their licenses by April 30, 2003 in order to continue practicing real estate in Delaware. Fifteen (15) continuing education credits in courses pre-approved by the Delaware Real Estate Commission are required to renew the license. Credits completed to meet renewal requirements must comply with the published continuing education requirement as shown on the Commission's web site. Of the 15 credit hours due, six are mandatory credits. All licensees must complete a three (3) hour legislative update course pertaining to either Delaware or fed-

eral real estate law issues. In addition, all nonresident brokers must complete the three (3) hour mandatory broker's core course, and all salesperson licensees must complete the three (3) hour mandatory salesperson's core course. You will find a list of approved course offerings on the Commission's web page at <http://www.professionallicensing.state.de.us/boards/realestate/> Included are many elective courses offered online by various providers. Notices for renewals will be sent out during late March 2003. In order to maintain your nonresident Delaware license without interruption, it is suggested that you submit your renewal by April 20, 2003.

LICENSES HAVE A NEW LOOK

The Division of Professional Regulation has changed the format of the license for Delaware professionals. The new license has different dimensions and is produced on watermarked security stock. A blank license template is shown to the right of this article to allow you the opportunity to see the format of your license as it will appear when it is next updated and sent to your broker by the Division of Professional Regulation.

See pages 2 and 3 for details concerning Impending Continuing Education Audits; Access to Information on the Mold Issue; the Commission's Annual Seminar; the New 6-Hour Course Required to Renew a Delaware Broker's License; →

IN THE KNOW

WEB SITE: As announced in our January 2002 issue of the newsletter, the Division of Professional Regulation has successfully linked the Delaware Real Estate Commission to the world wide web and **you are invited to**



visit our web page at <http://www.professionallicensing.state.de.us/boards/realestate/>

Here you will find the license law (Delaware Code) and the current rules and regulations, licensing and continuing education information, forms, faq's and from time to time bulletins bringing you information from the Commission. We have had many favorable comments regarding past newsletters, so we hope you will remember to check the website regularly to keep current with issues concerning the activities of the Commission.

Filing a Complaint: Among the items you will find on our web site is the **correct procedure for filing a complaint**. The complaint process administered by the Division of Professional Regulation is governed by 24 Del. C. § 8810 (h). The Commission frequently receives anonymous complaints, both in writing and by phone. Such complaints cannot be processed. If you are seriously concerned about the conduct of a fellow licensee, then you must follow the complaint process set by law to afford the Division the opportunity to investigate the matter. Your complaint must be submitted in writing and it must be signed. A complaint form is now available for printing from the Division's web site.

Please make certain your staff are using the current forms and the correct mailing address when submitting items to the Commission. Many are still using a long obsolete mailing address which may delay receipt of your requests. See our web site for all current contact information and up to date forms.

Continuing Education Audits: At its meeting on March 13, 2003, the Commission devised a system for the audit of the resident licensees' continuing education credits completed for the April 30, 2002 renewal. The audits will take place during the next few months. Licensees will be selected at random by the Division of Professional Regulation. The group sampling will be 5% of the resident licensee population, thus approximately 160 licensees will receive letters directing their brokers of record to copy and submit their continuing education certificates to the Commission's office within 30 days of the date of the notice. Pursuant to Commission Rule 8.1.1 the broker of record must maintain the education records for a two year period following the renewal. A joint committee composed of members of the Commission and of its Education Committee will review the records for compliance. Any records found to be noncompliant will result in the filing of a complaint with the Division of Professional Regulation. The outcome of this action could result in audit of the broker's files by the Investigative staff and/or disciplinary action against both licensees. This process will be applied to the nonresident licensee population during 2004.

Commission 2003 Meeting Dates

- **April 8, 2003**
- **May 8, 2003**
- **June 12, 2003**
- **July 10, 2003**
- **August 14, 2003**
- **September 11, 2003**
- **October 7, 2003 - 1:30 p.m.**
- **November 13, 2003**
- **December 11, 2003**

All meetings are currently scheduled to be held at 9:00 a.m. in second floor Conference Room A of the Cannon Building, 861 Silver Lake Boulevard, Dover, Delaware. This schedule is subject to change.

Disciplinary Actions Taken By The Commission

During its January meeting, several members of the Commission expressed concern that they had heard nothing for a number of months regarding complaints assigned to them. It was of major concern to the Commission that individuals who have committed infractions have gone undisciplined as there was no evident progress being made on the complaints review. A decision was made to send a letter to the Assistant State Solicitor, Keith R. Brady, copying the Attorney General, M. Jane Brady. Included with the letter was a list of all complaints outstanding with notations concerning any that have been forwarded to the Attorney General's office. This action by the Commission has resulted in a number of formal complaints being filed by the reviewing Deputy Attorneys General. Thus within the next few months a number of formal complaints filed with the Commission by the office of the Attorney General are scheduled to be heard. Please watch this section concerning future disciplinary measures taken by the Commission.

Are You Informed Concerning the Mold Issue?

Mold has been around for a long time. Recently, it has become a hot issue within the real estate community. At least one board of realtors in Delaware sponsors a home inspection class which includes basic information on mold. It will also sponsor a three-hour class on mold in the coming month. These classes qualify for continuing education credit. If you want to learn more about this important issue and receive continuing education credit at the same time, check with your local board to determine if a class on mold is available in your area.

In the meantime, those interested in mold should go to <http://www.epa.gov/iaq/molds/moldguide.html> to see the Environmental Protection Agency booklet "A Brief Guide to Mold, Moisture, and Your Home." This Guide provides information and guidance for homeowners and renters on how to clean up residential mold problems and how to prevent mold growth. It can be viewed on the web site. The printed version of this guide [EPA Publication #402-K-02-003] is also available from the two following sources:

IAQ INFO:

P.O. Box 37133, Washington, DC 20013-7133

1-800-438-4318 or 703-356-4020 or (fax) 703-356- 5386

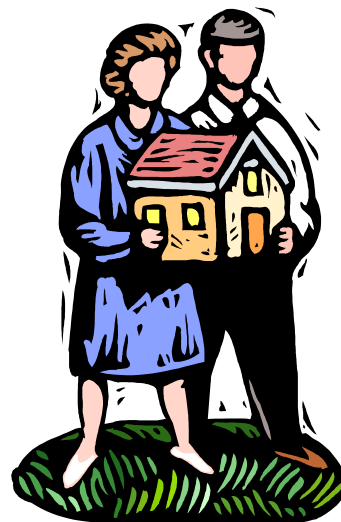
iaqinfo@aol.com

U.S. Environmental Protection Agency:
National Center for Environmental Publications (NSCEP)

P.O. Box 42419, Cincinnati, OH 42419

1-800-490-9198/(513) 489-8695 (fax)

Be sure to use the EPA Document Number 402-K-02-003 when ordering this guide.





Fall 2003 Date Chosen for Annual Seminar

At a recent meeting of the Delaware Real Estate Commission, the decision was made to hold the traditional Annual Seminar in the fall rather than the March date which has been customary in past years. The date set for this year's function will be October 7, 2003. The Commission has chosen to retain the Kent Poly-Tech Conference Center location which has been utilized for the past three years. Frank Serio will be the principal speaker. The content of the content of the program will be forthcoming. If you have attended past Seminars you are aware that the content determines the type of education credit given for this seminar. Please visit the Commission's website on a regular basis for more information regarding program content, credit, and the details of registration which will open during August 2003. The facility comfortably accommodates 300 people, so registration will be on a first come, first serve basis.

Broker Licensees Take Note: The continuing education requirement for brokers has changed effective on January 1, 2003 for resident brokers and May 1, 2003 for nonresident brokers. A completely revised mandatory 6-hour course is replacing the previous 3-hour course.

The Commission established a special committee several months ago to address a more current and meaningful continuing education course for our broker licensees. The committee was comprised of Commissioners Jim McGinnis and Jack Giles, current certified instructors, and members of the Commission's Education Committee, with Frank Serio and Bruce Plummer doing a great deal of the leg work.

This new enhanced course is very comprehensive and is a timely update, which will encompass current legislative issues. Please note the effective dates for our two categories of broker licensees as above. Nonresident brokers who are presently renewing by April 30, 2003 will be completing the 3-hour required course.

To view the outline for this course, go to the Education Appendix selection on the Commission's website and click along to pages 13A to 20A.

It is an outstanding course and we extend our thanks to everyone who was involved in bringing it about.

